

# **Cluster Area: Early Childhood Transitions**

**Cluster Area: *Early Childhood Transition***

**Objective:** Transition planning results in needed supports and services available and provided, as appropriate, to a child and the child's family when the child exits Part C.

**Component/Desired Result C/BT.1: Do all children exiting Part C receive the services they need by their third birthday?**

**I. *Baseline Data/Current Reality:***

Part C – Early Childhood Transition:

OSEP could not determine from the self-assessment whether: (1) IFSPs include transition plans, as required under 34 CFR §303.344 (h); (2) Transition conferences are convened at least 90 days prior to a Part B – eligible child's third birthday, as required under 34 CFR §303.148 (b) (2) (i).

The standard IFSP form includes Transition Plan

Data system includes date of transition conference

**II. *Activities to Achieve Results:***

The Department of Elementary and Secondary Education monitored the five Phase I SPOEs during October and November, 2002. *See Monitoring Data reported in GS.1.* Because the SPOEs had only been in operation for six months at the time of monitoring and because the Department of Elementary and Secondary Education did not have a finalized monitoring system for Part C in place, this monitoring was considered to be both a monitoring and technical assistance activity for those SPOEs.

**III. *Evidence of Change/Benchmarks:***

- Established a Central Finance Office and Centralized Data system
- Established 26 System Points of Entry – Statewide
- Established a system to credential providers
- Established a CSPD system that includes five standard training modules
  - Orientation to First steps
  - Evaluation and Assessment
  - IFSP Outcomes in Natural Environments
  - Transitions
  - Service Coordination
  - System Point of Entry Training

**IV. *Timelines and Resources:***

January 2002: Contract for the CFO

April 2002: Phase I 5 SPOEs implemented in 18 counties

March 2003: Phase II 21 SPOEs implemented in 95 counties

State General Revenue

Part C funds

**V. *Explanation and Analysis of Progress (or Slippage):***

None at this time.

**VI. *Proposed Future Activities to Achieve Results:***

With implementation of the First Steps System Redesign the use of an IFSP form, which includes all components required by state and federal regulations, was mandated. The form includes a section to document transition planning as required by 34 CFR §303.344 (h).

Department of Elementary and Secondary Education staff will review CFO data system reports to determine if transition conferences are convened at least 180 days prior to a Part B-eligible child's third birthday, as required by state regulations.

With implementation of the First Steps System the use of an IFSP form, which includes all components required by state and federal regulations were mandated. The form includes the following sections: 1) with the family's concurrence, a section to document a statement of the family's resources, priorities and concerns, related to enhancing the development of the child; 2) a section for a statement of the major outcomes expected to be achieved for the child and the family; and 3) a section to document early intervention services to meet the unique needs of the family, as required by 34 CFR §303.344 (b), (c) and (d)(1).

The Department of Elementary and Secondary Education will conduct follow-up monitoring with the Phase I SPOEs within one year of their initial monitoring.

The Department of Elementary and Secondary Education will conduct initial monitoring with the phase II SPOEs within six months of their start-up.

Technical Assistance meeting held February 10, 2003 with representatives of the Department of Elementary and Secondary Education and the Phase I SPOEs. Statewide areas of non-compliance concern and methods to resolve those concerns were discussed.

Guidance Letter on Eligibility Determination, including the use of Informed Clinical Opinion, disseminated to all SPOE staff, On-going Service Coordinators and Providers in February 2003.

Develop monitoring procedures for the Part C system that will include monitoring of all agencies, institutions and organizations used by the state to carry out its Part C system and that will be effective in identifying and correcting any areas of non-compliance identified through monitoring activities.

Continue contracts with trained individuals to conduct targeted oversight activities with SPOEs, independent providers and service coordinators.

E-mail and phone technical assistance from DESE staff.

**VII. *Proposed Evidence of Change/Benchmarks:***

The Department of Elementary and Secondary Education will monitor each Phase I SPOE for compliance with Part C Regulations.

Monitoring of IT files will confirm that all responsible agencies in the Part C system are using the mandated form and documenting transition planning in the appropriate section.

An analysis of data will indicate that transition conferences for Part B eligible children are convened at least 180 days prior to the child's third birthday.

Monitoring of IT files will confirm that all responsible agencies in the Part C system are using the mandated form and completing all required components of the form.

All areas of non-compliance identified during the initial monitoring of Phase I SPOEs will be corrected.

The Department of Elementary and Secondary Education will monitor each Phase II SPOE for compliance with Part C regulations.

All areas of non-compliance identified during the initial monitoring of Phase I SPOEs will be corrected.

Data from follow-up monitoring of Phase I SPOEs and initial monitoring of Phase II SPOEs will indicate that appropriate eligibility determinations are being made.

Data from the CFO data system, monitoring system and complain system indicates that all agencies, institutions and organizations used by the State to carry out its Part C system have been monitored and that areas of non-compliance have been identified and corrected in a timely manner.

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**VIII. *Proposed Timelines and Resources:***

October/November 2002: Compliance Staff

July 2004: Compliance Staff, First Steps Facilitators/Consultants

July 2003 and ongoing: Division of Special Education staff

July 2004: Compliance Staff, First Steps Facilitators/Consultants

October/November 2003: Compliance Staff

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July 2004: CFO reports, monitoring system reports, complaint system reports.

July 2004: CFO reports, monitoring system reports, complaint system reports.

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**Indicator C/BT.1 (a): Are all children eligible for Part B services receiving special education and related services by their third birthday?**

**I. Baseline Data/Current Reality:**

See data reported under C/BT.1 and Exit data reported at CE.3

**II. Activities to Achieve Results:**

Part B Monitoring of LEAs

**III. Evidence of Change/Benchmarks:**

Monitoring results indicate eligible children for Part B receive Special Education and related services by their third birthday.

**IV. Timelines and Resources:**

Yearly Part B Monitoring

**V. Explanation and Analysis of Progress (or Slippage):**

None at this time.

**VI. Proposed Future Activities to Achieve Results:**

Continue Part B Monitoring

**VII. Proposed Evidence of Change/Benchmarks:**

Monitoring results indicate eligible children for Part B receive Special Education and related services by their third birthday.

**VIII. Proposed Timelines and Resources:**

2003-04 monitoring – Compliance staff